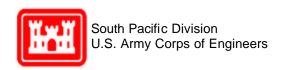# 5-YEAR PLAN
INFORMATION MANAGEMENT

I. Job Opportunities. The Information Management Office is responsible for providing services in both "traditional" information technology (IT) areas and "non-traditional" areas. Assignments and opportunities vary according to the area you work.

    A. Information Technology (IT) Specialist. There are 10 specialty titles used within IT management to more effectively communicate job-related information to potential applicants for vacant positions. These specialties are:

1. Policy & Planning.	6. Network Services.
2. Security.	7. Data Management.
3. Systems Analysis.	8. Internet.
4. Applications Software.	9. Systems Administration.
5. Operating Systems.	10. Customer Support.

    B. Other Job Areas. Information Management also provides job opportunities in these primary "non-traditional" IT areas:
1. Visual Information.
2. Printing and Publications.
3. Library.
4. Records Management.

II. Training. Information Management strives for more business competencies so that technology is seen as a tool, enabler, and enhancer for doing our jobs. Therefore, more emphasis is being placed on the "soft" skills such as teamwork, project management, time management, and interpersonal communications. Technical training opportunities will change with technology changes with the assumption that knowledge is transferable from one generation of tools to the next. Basic principles are assumed to facilitate transition to changing technical platforms. Members will work closely with their supervisors to determine the specific training required. Training will be provided in a variety of ways formal training, on- the-job training (OJT), computer-based (distance) learning, self-development (i.e. trade journals, professional organizations, technology shows)), and developmental assignments. The Information Resources Management (IRM) College, Washington D.C., has a specially designed professional program that leads to a Corporate Information Officer (CIO) certificate that is expected to be a requirement for leadership positions in the future. OJT and Training and job assignments will depend on the service "track":

    A. Leadership Competencies.
    B. Technical Competencies.
    C. Business Competencies

III. Job Assignments. New members will traditionally be assigned to a team in their "specialty" area.   They will receive increased responsibilities and oversight depending on their demonstrated ability and the expectations of the position. Most work will be performed in teams, not only designated technical teams, but also inter/intra office teams. Rotational assignment opportunities may be created to facilitate understanding among infrastructure and maintenance teams, customer-driven teams, and policy teams to enhance performance in non-assigned areas.

IV. Sample 5-year Training/Assignment Plans :

	Leadership	**Technical**	**Business**
Year 1	**Training**. Teamwork, Communications. **Assignments**. District Councils/Teams (DAC, Employee Council, CFC); assignments that provide informal leadership opportunities	**Training**. Aver 2 classes in job-related technologies; Teamwork **Assignments.** Work in a team environment to develop skills required to serve as backup support for required function.	**Training**. Teamwork, Customer Service. **Assignments**. Work in IRP Branch to develop understanding of IT programs and to develop skills in IT business processes
Year 2	**Training**. PM 101, Leadership Skills (i.e. time management, conflict management, change management) **Assignments**. Business Initiative Team(s), task force(s).	**Training**. Aver 2 classes in job-related technologies; PM101 **Assignments.** Develop backup-level skills in a 2nd area. May involve assignment to another team.	**Training.** Project Management, LCMIS. **Assignments.** Work on Business Initiatives Teams; work with customers to develop WORA/LCMIS documentation
Year 3	**Training**. LEAD, Completed Staff Work, Commo/Leadership Skills. **Assignments**. Project Team. Opportunities to work on regional initiatives.	**Training.** Aver 2 classes in job-related technologies; Completed Staff Work. **Assignments.** Increasing level of difficulty, complexity, responsibility in the 2 primary support areas already trained.	**Training.** Effective Presentations, Investment Assessment, Procurement/Acquisition. **Assignments.** Develop business proposals for IRMSC/PBAC; perform technical evaluations of user requirements
Year 4	**Training**. OLE, Building Effective Teams, Commo/Leadership Skills. **Assignments.** LDP.	**Training.** Aver 2 classes in job-related technologies; LEAD. **Assignments.** Serve as primary SME in one area; develop skills in additional areas.	**Training.** Budget, CEFMS. **Assignments.** Assist in creating/managing/executing overhead and facility budgets; ITIPS; PRIP
Year 5	**Training**. PME I, New World of the CIO, Comm/Leadership Skills. **Assignments**. Project Manager, Team/Project Leader.	**Training.** Aver 2 classes in job-related technologies; Time Management (Managing Multiple Priorities) **Assignments.** Develop strategies/recommendations for primary responsible support areas	**Training.** IRM College courses, Commo/Leadership skills **Assignments.** Responsible POC for IT program(s)

South Pacific Division
U.S. Army Corps of Engineers